

<p style="text-align: center;">Nutrition Services Department of State Health Services</p>

Effective October 1, 2005

Policy No. AUT:04.0

Data Communications Capabilities, VSAT and Modem

Purpose

To ensure that WIC data (issuance, inventory, appointments, transfers, and certification, etc.) can be passed between state agency (SA), local agency (LA) and clinic. To ensure SA access to LA's and clinics for remote maintenance and support.

Authority

State Policy

Policy

All LAs and clinics shall have access to a Very Small Aperture Terminal (VSAT), which is a very small satellite transmitting and receiving station.

In addition, all sites must have a dedicated telephone line (compatible with the Bell 212A standard) hooked to a modem. This telephone line shall end in a standard RJ11C modular jack. The jack shall be located within 5 feet of workstation 01 (station with the modem attached). The modem will be used for disaster recovery and automation support in case the VSAT is not operational.

Procedures

- I. All network and stand alone PCs shall have a VSAT installed.
- II. All network and stand alone PC's must have a dedicated modem line and modem, hooked to workstation 01, for disaster recovery in the event that the VSAT is not operational.
- III. All notebook computers (portables) must connect daily, Monday through Friday (include Saturday if WIC services are provided), to

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a VSAT and transfer data to the state office. Portable computers can go to any of its Local Agency sites for data transfer.

- IV. VSAT installation for new sites or sites moving from one location to another require a minimum of 30 days notice.
- V. VSAT equipment on the roof is the responsibility of Spacenet (contractor). Agencies should not move equipment for any reason. Contact the State Agency if your clinic is moving, or for any reason, such as roof repairs, that will require that the VSAT be moved.